

*FH chrono*

DDI/NIC 3968-82

12 May 1982

NOTE FOR: Associate Deputy Director, DDI

FROM : H. F. Hutchinson, Jr.  
Vice Chairman, NIC

SUBJECT : A/NIO/Economics Replacement

*Evans*

1. Attached is the Advance Work Plan for [ ] This is not terribly informative but it gives one some idea of his activities in support of the NIO/Economics. Going beyond the AWP, this position requires an expert economist with knowledge of all the Washington area players who become involved with the NIO/Economics and the DCI on economic matters. Given the DCI's rather strong interest in economic matters, particularly in the NATO arena and with respect to Japan, we can anticipate a fairly full schedule for the Assistant NIO/Economics.

2. I hope this is of some assistance in finding a replacement for [ ] in the near future.

*Fred*

H. F. Hutchinson, Jr.

Attachment: a/s

VC/NIC:FHHutchinson, Jr.:lht 5/12/82 [ ]

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## GENERAL INFORMATION

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EMPLOYEE'S JOB—STATE BRIEFLY WHERE THE POSITION FITS IN THE STAFFING PATTERN AND, IF APPROPRIATE, THE NUMBER AND TYPE OF EMPLOYEES SUPERVISED BY THIS EMPLOYEE.

Assistant National Intelligence Officer for Economics

WORK OBJECTIVES, GOALS AND PRIORITIES—LIST THE SPECIFIC OBJECTIVES AND GOALS, IN PRIORITY ORDER, FORMULATED BY THE SUPERVISOR AND THE EMPLOYEE.

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[redacted] serve in two capacities: as Executive Assistant to the National Intelligence Officer for Economics and as an Action Officer.

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In his capacity as Executive Assistant, [redacted]

- Perform such staff support as the NIO for Economics may direct;
- Bring to the attention of the NIO for Economics issues that may require his attention;
- Organize the flow of information and action items for the NIO for Economics so that priority matters are given top consideration and necessary background information is available;
- Stay informed of all views of the NIO for Economics on substantive issues; and
- Actively seek out information within the Intelligence Community that will identify subjects upon which the NIO for Economics may be called upon to take action.

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In his capacity as Action Officer, [redacted]

- Act in behalf of the NIO for Economics as directed;
- Administer the production of National Intelligence Estimates or other papers for which the NIO for Economics is responsible; and
- Develop and maintain contacts within the private sector and academic community on behalf of the NIO for Economics.

PERIOD COVERED 1 October 81 -

(To be attached to the PAR for this period.)

SIGNATURE OF EMPLOYEE

A/NIO/Econ

TITLE

DATE 15 Dec 1981

SIGNATURE OF SUPERVISOR (Name typed)

NIO/Econ

TITLE

Maurice C. Ernst

DATE

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